SCIFT (Standard Cultural Information Filing Template) v1.2

A Framework for Documenting Digital Cultural Heritage

Type of Document:
Standardized Metadata Template for Personal & Historical Figure Documentation

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Abstract

The Standard Cultural Information Filing Template (SCIFT) v1.2 is a structured and interoperable metadata framework designed specifically for documenting important figures such as traditional leaders, public figures, and historical figures. By adapting the principles from the previous version, SCIFT v1.2 provides a standardized format for recording individual narratives and contributions, connecting them with broader tangible and intangible cultural heritage.

This framework aims to facilitate accurate description and long-term digital preservation, empowering communities and independent archivists to manage data of key figures with integrity. By integrating this framework into the global open data ecosystem like Wikidata, SCIFT v1.2 ensures that the stories of local figures gain global visibility and can be accessed by future generations..

Introduction

The digital preservation of cultural heritage requires a unified approach to metadata to ensure data is discoverable and usable worldwide. SCIFT v1.2 addresses this need by providing a comprehensive template that balances thoroughness with usability.

Unlike the previous version which focused on cultural assets, v1.2 focuses on the individuals who are an inseparable part of those cultural narratives. The template is designed to support various types of figures, from traditional leaders to historical figures, by integrating best practices from leading metadata schemas and open data principles. Its purpose is to ensure that local narratives about important figures gain global visibility and are preserved for future generations.

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Metadata Fields

1. Basic Identification and Biography

Element	Description	Standard Mapping
Full Name	The full name of the figure	schema:name, P735 + P734
Local Name / Title	Traditional name, honorific title, official title, or public title	schema:honorificPrefix, P9640, P1477
Pseudonym / Alias	Alternative name or pseudonym	schema:alternateName, P742
Short Description	A brief narrative summary (max 200 words)	schema:description, P973
Date of Birth	ISO 8601 format (YYYY-MM-DD)	schema:birthDate, P569
Date of Death	If deceased, state the date	schema:deathDate, P570
Place of Birth	Name of the village/district/regency/province	schema:birthPlace, P19
Residence / Origin	Location of residence or community of origin	schema:address, P276

2. Role and Contribution in the Community/Society

Element	Description	Standard Mapping
Main Role	The main position or role	schema:roleName, P39, P106
Expertise / Knowledge	Knowledge or skills	schema:knowsAbout, P101
Significant Contribution	Legacy, initiatives, or works left behind	schema:significantContribution, P800
Influenced by / Influenced	Relationship of influence with other figures/events	schema:influencedBy, P737
Community Affiliation	Name of the community, institution, or group	schema:affiliation, P1416

3. Digital Connections and Relations

Element	Description	Standard Mapping
Related to Other Archives	Links to related video, photo, manuscript, or other digital docs	schema:related Link, P921, P1344
Wikimedia Commons Link	Link to visual media	schema:image, P18
Wikidata QID	QID if already listed	schema:sameAs, P646
ISNI ID	The 16-digit ISNI number	schema:identifier, P213
Additional Related Links	Community website, articles, social media, etc.	P856, schema:url

4. Additional Information and Legal Status

Element	Description	Standard Mapping
Documentation Notes	Date, interviewer name, method	schema:comment, P793
License / Copyright	CC-BY 4.0, community rights, or public domain	dc:rights, P275
Narrative Owner	Family, community, or institution owning the knowledge	dc:source, P485
Reference Source	Citation of primary/secondary sources	schema:citation, P1343
Link to Digital File	Direct link (Zenodo, Archive.org, OSF)	schema:url, P854, P856

5. Historical / Public Context (Additional)

Element	Description	Standard Mapping
Related Events	Main events involving the figure	schema:event, P793
Official Recognition	Awards or recognition	schema:award, P166
Preservation Threats	Risk of being forgotten or controversy (optional)	schema:potentialAction, P3719

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